

ADMINISTRATIVE REPORT



TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: July 21, 2022

RE: Electoral Area "G" OCP Bylaw – Summary of Consultation Undertaken FOR INFORMATION

Purpose:

In accordance with the Regional District's "Official Community Plan Bylaw Consultation Policy" (2016), the purpose of this report is to provide a summary of "consultation with persons, organizations and authorities that may be affected" by the preparation of the Electoral Area "G" OCP.

Background:

Under Section 475 of the *Local Government Act*, during the development of an Official Community Plan, the Regional District "must provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected."

The Act further requires that this consultation "should be early and ongoing" and involve the following:

1. *the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;*
2. *the board of any regional district that is adjacent to the area covered by the plan;*
3. *the council of any municipality that is adjacent to the area covered by the plan;*
4. *first nations;*
5. *boards of education, greater boards and improvement district boards;*
6. *the Provincial and federal governments and their agencies.*

To ensure that the Regional District is meeting these requirements, the Board has adopted an *Official Community Plan Bylaw Consultation Policy* (2016) that requires a staff report be prepared prior to first and/or second reading of any new OCP Bylaw "summarizing the consultation undertaken, if additional consultation with external agencies, persons, organizations and authorities is required."

According to the Policy, this "consultation may involve a variety of methods, including information meetings, open houses, flyers, surveys, dialogue and/or written correspondence."

Public Engagement Process:

The consultations undertaken in support of the preparation of Electoral Area "G" OCP Bylaw have included the following:

- the completion of two (2) on-line community surveys in April 2021 and September 2021;
- the distribution of postcards notifying the OCP project to the community;

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- an online open house on June 24, 2021 to share results of the first survey and gather citizen input;
 - two (2) in-person open houses at the Victory Hall and Hedley Hall on October 26, 2022, and October 27, 2022 respectively;
 - three (3) focus group sessions in March 2022 and April 2022 involving presentations from subject matter experts on topics relevant to the OCP;
 - two (2) “coffee morning” information sessions in Hedley and Keremeos (attended by approximately 30 and 45 members of the public at each respective event) on April 13, 2022 and May 12, 2022;
 - presence at the Recreation Month Open House event in Keremeos on June 11, 2022;
 - distribution of mailers advertising the open houses and coffee morning sessions;
 - displaying information regarding the OCP and upcoming open houses on the Village of Keremeos’ electronic sign board by the highway;
 - regular updates on RDOS Regional Connections page;
 - engagement with external agencies, such as the Interior Health, Ministry of Transportation and Infrastructure (MoTI), the Agricultural Land Commission, Village of Keremeos (see Attachment No. 2);
 - on-going discussions with staff at the Upper Similkameen Bands (USIB); and
 - on-going dialogue with Electoral Area “G” OCP Citizens’ Advisory Committee with nine (9) committee meetings conducted so far.

In addition to the above, two (2) more open house events are scheduled to be held in Keremeos and Hedley on July 6, 2022, and July 7, 2022 respectively to seek public input on the draft OCP.

Analysis:

The consultation undertaken in preparation of the draft Electoral Area “G” OCP Bylaw No. 2975 is appropriate for the purposes of Section 475 of the *Local Government Act* as well as the *Official Community Plan Bylaw Consultation Policy* (2016).

As such, the consultation process undertaken is seen to be sufficiently early and to have involved a variety of engagement methods.

Respectfully submitted:



C. Garrish, Planning Manager

Attachments: No. 1 – Official Community Plan Bylaw Consultation Policy (2016)

No. 2 – Agency Referral list

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD POLICY**

POLICY: Official Community Plan Bylaw Consultation Policy

AUTHORITY: Board Resolution dated February 25, 2016.

POLICY STATEMENT

The Regional District of Okanagan-Similkameen (RDOS) Board supports the undertaking of “early and ongoing” consultation with persons, organizations and authorities that may be affected by the preparation, repeal or amendment of an Official Community Plan (OCP) Bylaw.

PURPOSE

To provide direction to Regional District staff on appropriate opportunities for consultation during the preparation, repeal or amendment of an OCP Bylaw.

RESPONSIBILITIES

Development Services Department

PROCEDURES

1. Consultation with persons, organizations and authorities that may be affected by the enactment, repeal or amendment of the Official Community Plan bylaw (e.g. where the other parties’ land use, programming, servicing, transportation and environmental interests may be affected) shall be undertaken in an “early and ongoing” manner.
2. “Early and ongoing” consultation should be undertaken with the external agencies listed below and with any other persons, organizations and authorities, as deemed appropriate:
 - i) the Boards of adjacent Regional Districts;
 - ii) local First Nations;
 - iii) the Councils of adjacent Municipalities;
 - iv) the Agricultural Land Commission;
 - v) School District(s) (i.e. School District 53);
 - vi) Interior Health Authority;
 - vii) Community Groups and Neighbours;
 - viii) All relevant Federal and Provincial Government Agencies.

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3. Prior to or at first and/or second reading of a proposed Official Community Plan Bylaw or amendment bylaw, the Board will consider, through the receipt of a staff report summarizing the consultation undertaken, if additional consultation with external agencies, persons, organizations and authorities is required.
 4. Consultation may involve a variety of methods, including information meetings, open houses, flyers, surveys, dialogue and/or written correspondence.
 5. The Board will take into account the provincial consultation guidelines, and in particular the guidance respecting consultation with local First Nations.

Attachment No. 2 – Agency Referral List

Referrals have been sent to the following agencies as highlighted with a ☒, regarding the draft Electoral Area “G” Official Community Plan (OCP) Bylaw No. 2975:

<input checked="" type="checkbox"/>	Agricultural Land Commission (ALC)	<input checked="" type="checkbox"/>	Fortis
<input checked="" type="checkbox"/>	Interior Health Authority (IHA)	<input type="checkbox"/>	City of Penticton
<input checked="" type="checkbox"/>	Ministry of Agriculture	<input type="checkbox"/>	District of Summerland
<input checked="" type="checkbox"/>	Ministry of Energy, Mines & Low Carbon Innovation	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	Ministry of Municipal Affairs & Housing	<input type="checkbox"/>	Town of Osoyoos
<input checked="" type="checkbox"/>	Ministry of Land, Water and Resource Stewardship	<input checked="" type="checkbox"/>	Ministry of Environment and Climate Change Strategy
<input type="checkbox"/>	Town of Princeton	<input checked="" type="checkbox"/>	Village of Keremeos
<input checked="" type="checkbox"/>	Ministry of Forests	<input type="checkbox"/>	Okanagan Nation Alliance (ONA)
<input checked="" type="checkbox"/>	Ministry of Transportation and Infrastructure (MoTI)	<input type="checkbox"/>	Penticton Indian Band (PIB)
<input type="checkbox"/>	Integrated Land Management Bureau	<input type="checkbox"/>	Osoyoos Indian Band (OIB)
<input checked="" type="checkbox"/>	BC Parks	<input checked="" type="checkbox"/>	Upper Similkameen Indian Band (USIB)
<input checked="" type="checkbox"/>	School District #53	<input checked="" type="checkbox"/>	Lower Similkameen Indian Band (LSIB)
<input checked="" type="checkbox"/>	School District #58	<input type="checkbox"/>	Environment Canada
<input checked="" type="checkbox"/>	Hedley Improvement District	<input checked="" type="checkbox"/>	Keremeos Irrigation District
<input checked="" type="checkbox"/>	Keremeos Fire Department	<input checked="" type="checkbox"/>	Canadian Wildlife Services
<input checked="" type="checkbox"/>	Hedley Fire Department		